

**COMMISSION ON TEACHER CREDENTIALING**

1900 Capitol Avenue  
Sacramento, California 95814-4213

**OFFICE OF THE EXECUTIVE DIRECTOR**

(916) 445-0184



May 2, 2002

**Request for Nominations for Reviewers of Elementary Subject Matter  
Preparation Program Documents and Professional Teacher Preparation  
Program Documents**

Dear Colleague:

The California Commission on Teacher Credentialing has adopted new standards under SB 2042 for Elementary Subject Matter Preparation Programs, Professional Teacher Preparation Programs, and Blended Programs of Undergraduate Teacher Preparation. The purpose of this letter is to invite nominations for reviewers of documents submitted to the Commission by program sponsors over the next two years responding to these new standards.

**Information for All Reviewers:** A large number of reviewers are needed, as there are a large number of programs submitting documents to be reviewed. There will be multiple windows for submitting program documents from September, 2002 through September, 2003. Reviewers will be appointed by the Executive Director and will serve during the entire two-year period, for a total of approximately eight days per year. The initial meeting to review documents submitted will be on September 16-18, 2002, in Sacramento. This meeting is required for all reviewers. Subsequent meetings will be arranged and may be handled through electronic communications instead of formal meetings in Sacramento. There will be two groups of reviewers, one for Professional Teacher Preparation Program documents, and one for Elementary Subject Matter Program documents. Reviewers for program documents submitted for Blended Programs of Undergraduate Teacher Preparation will be drawn from the members of both groups of reviewers, as needed.

**Additional Information for Reviewers of Teacher Preparation Program Documents:**

Reviewers should have expertise and/or experience in one or more of the following areas:

- Teacher Preparation
- Elementary Subject Matter Preparation, e.g. Liberal Studies, Child Development and other Programs
- Blended Programs of Undergraduate Teacher Preparation
- District and/or University Intern Programs
- Beginning Teacher Support and Assessment Programs (BTSA)
- District Alternative Induction Programs
- Institutional Accreditation
- Development of responses to program standards

May 2, 2002

Request for Nominations for Reviewers of Elementary Subject Matter Preparation Program Documents and Professional Teacher Preparation Program Documents  
(continued)

***Additional Information for Reviewers of Elementary Subject Matter Preparation Program Documents:*** The Commission is seeking reviewers who have expertise in particular subject matter content, including discipline-based faculty who are teaching courses within an Elementary Subject Matter Preparation Program, and who also experience in one or more of the following areas:

- Teacher Preparation
- Elementary Subject Matter Preparation, e.g. Liberal Studies, Child Development and other Programs
- Blended Programs of Undergraduate Teacher Preparation
- District curriculum development programs
- District and/or University Intern Programs
- Beginning Teacher Support and Assessment Programs (BTSA)
- District Alternative Induction Programs
- Institutional Accreditation
- Development of responses to program standards

Please provide this information to persons who have appropriate background and experience, and who are willing and available to serve. The attached form may be used to submit nominations.

**Nominations must be received in our office by July 1, 2002.**

You may direct questions and send nominations to:

Dr. Phyllis Jacobson  
California Commission on Teacher Credentialing  
1900 Capitol Avenue  
Sacramento, CA 95814  
916-323-6090 (phone)  
916-327-3165 (fax)

Sincerely,

Sam W. Swofford, Ed.D.  
Executive Director

**REVIEWER NOMINATION FORM  
SB 2042 PROGRAM DOCUMENTS**

**1. Reviewer's Name:** \_\_\_\_\_

**Reviewer's Institution:** \_\_\_\_\_

**Reviewer's Position:** \_\_\_\_\_

**Reviewer's Mailing Address:** \_\_\_\_\_

**Reviewer's Fax:** \_\_\_\_\_ **Reviewer's Email:** \_\_\_\_\_

*I understand I must be available for the two- year review period, 2002-2003,  
including the required meeting dates of September 16-18, 2002.*

\_\_\_\_\_ **Reviewer's Signature**

**2. Please indicate the set of documents you want to review:**

\_\_\_\_\_ Professional Teacher Preparation

\_\_\_\_\_ Elementary Subject Matter Preparation

If you have checked Elementary Subject Matter Preparation, please  
indicate the subject matter field(s) in which you have particular  
expertise: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**3. Please attach a separate page explaining your relevant background and  
experience, and why you want to be a reviewer of program documents  
responding to the SB 2042 standards .**

**4. Please attach a current resume.**

***Send this form and required attachments by July 1, 2002 to:***

Dr. Phyllis Jacobson  
California Commission on Teacher Credentialing  
1900 Capitol Avenue  
Sacramento, CA 95814  
916-323-6090 (phone)  
916-327-3165 (fax)

